

P.G. Department of Social Work

Aim:

Social work is an important discipline, which helps the intellectual development of the students. It helps the students for the total development of personality, the physical, mental, social and emotional well being. Social work offers life skills than any other subject. It provides an opportunity to study the human personality in relation to circumstances and fosters a sense of human responsibility. It trains the mind for scientific enquiry to the origin, course and nature of human activities. With the study of Social work one can have a better perspective of the world around him or her. The subjects in social work trains the students to think, analyze, plan, and act according to the social needs and can be committed to development of the citizens who are marginalized.

Objectives:

- ❖ To impart education that promises an integrated growth of knowledge, skills and values in Professional Social Work to those desirous of making a career in the field of Social work.
- ❖ To provide flexibility for the students to innovate and chose a course to suit individual needs and areas of interest.
- ❖ To create ability to study at a pace decided by the student and develops an in depth knowledge in a selected area of her study.
- ❖ To help the students in broadening the outlook through interdisciplinary approach to be able to access knowledge and use the same meaningfully.
- ❖ To make sure the possibility to accumulate accelerated credits during the course period.
- ❖ To enhance the students to sensitize the social realities around them with the view to make them responsible citizens and other centered.

Eligibility Norms for Admission:

A passing minimum 50% in any Bachelor Degree under any recognized university.

Duration of the Programme: 2 years

Medium of Instruction: English

Passing Minimum:

Minimum for pass in each course is 50. Each student must get 50 Marks both in internal and external.

Components of the M.S.W Programme:

Major Core Theory	:	10
Core Practical	:	4
Block Placement	:	2

Research Project : 1
 Major Elective : 2
Total : 19x100 =1900 Marks

Course Structure

Distribution of Hours and Credits

Course	Sem. I	Sem. II	Sem. III	Sem. IV	Total	
					Hours	Credits
Core - Theory	4 (4)	3 (3)	3 (3)	5 (5)	41	41
	5 (5)	4 (4)	5 (5)			
	3 (3)	5 (5)	4 (4)			
Core - Practical	15(6)	10 (6)	15(6)	8(5)	60	30
		8 (5)		7(5)		
Elective	3 (3)	-	3(3)	-	9	9
Project	-	-	-	10(8)	10	8
*Life Skill Training - I	-	(1)	-	-	-	1
*Life Skill Training - II	-	-	-	(1)	-	1
TOTAL	30 (21)	30 (24)	30 (21)	30 (24)	120	90

* Courses / Programmes conducted outside the regular working hours

Programme Educational Objectives (PEOs)

PEOs	Upon Completion of MSW degree programme ,the graduates will be able to:
PEO-1	The graduates use scientific and computational technology to solve social issues and pursue research.
PEO-2	Our graduates will continue to learn and advance their careers in industry both in public and private sectors, government and academia.
PEO-3	The graduates will attain professional knowledge and practice to work in different fields of social settings, transferring their knowledge, skills, and expertise to the community. The community can incorporate local, municipal, national, and international scopes, all while upholding professional ethics and values.

Program Outcomes (POs)

POs	Upon Completion of MSW degree programme ,the graduates will be able to:
PO –1	Design and undertake individual research that will contribute to future ideological and societal development.
PO –2	Enhance in-depth learning by using innovative technological resources.
PO –3	Integrate various theories and methodologies relating to social and environmental contexts.
PO –4	Articulate critically to address emerging national and global challenges with an ethical outlook.
PO –5	Perform with professionalism and team spirit, exhibiting leadership, communication, and managerial skills

Programme Specific Outcomes (PSOs)

PSOs	Upon Completion of MSW degree programme ,the graduates will be able to:
PSO1	Develop the ability to identify, formulate, and analyze complex social problems using social work knowledge through placements in service organizations and the open community
PSO2	Acquire skills to practice the values and ethics of social work with diverse and vulnerable populations.
PSO3	Apply social work methods, research-based activities, and research to facilitate a realistic understanding and contribute to societal development.
PSO4	Develop appropriate resources, use technology, and employ innovative methods to enhance theoretical knowledge and practical wisdom
PSO5	Conduct appropriate programs for sustainable development by providing orientation about environmental transformation and developing knowledge about sustainable development.
PSO6	Enhance interpersonal and intrapersonal skills for efficient and competent personal and professional role performance within various groups of professional and para-professional teams.

Courses offered

Semester	Subject code	Title of the paper	Hours/ week	Credits
I	PW1711	Core I-Introduction to Psychiatry social work and social problems	4	4
	PW1712	Core II-Individual and society	5	5
	PW1713	Core III- Community organization and Social Action	3	3
	PW1714	Elective I (a) Social Case Work Social GroupWork (b) Human Resource Management	3	3
	PW17P1	Practical I (Observation visit & RuralCamp)	15	6
II	PW1722	Core IV- Social Welfare administrationand Women	4	4
	PW1723	Core V- Social Work Research andStatistics	5	5

	PW1724	Core VI- Human Behaviour	3	3
	PW17P2	Practical II(Concurrent Field Work)	10	6
	PW17P3	Block Placement	8	5
		Life Skill Training (LST) – I	-	1
		Specialization I Community Development		
III	PW1732	Core VII-Rural Community Development	5	5
	PW1733	Core VIII-Urban Community Development	4	4
	PW1734	Core IX-Development Communication	3	3
		OR Specialization II Medical and Psychiatry		
	PW1735	Core VII-Health and Hygiene	3	3
	PW1736	Core VIII-Introduction to Psychiatry	5	5
	PW1737	Core IX-Medical Social Work	4	4
		Common Paper for both Specialization		
	PW1731	Elective III (a)Counseling - Theory and Practice (b)Hospital Management	3	3
	PW17P4	Practical III(Concurrent Field Work)	15	6
IV	PW1741	Core X-NGO Management (Community Development Specialization)	5	5
	PW1742	OR Core X-Psychiatry Social work(Medical and Psychiatry Specialization)	5	5
	PW17P5	Practical V(Concurrent Field Work)	8	5
	PW17P6	Research Project	10	8
	PW17P7	Block placement	7	5
		Life Skill Training (LST) – II	-	1
		TOTAL	120	90

Self Learning Course

Semester	Subject code	Title of the paper	Hours/week	Credits
II	PW17S1	Criminology and Forensic Science	-	2
IV	PW17S2	Hospital Management	-	2

Instruction for Course Transaction
Theory (Major Core/Elective) paper hours

Type	Sem.I	Sem.II	Sem.III	Sem.IV
Lecture hours	30	30	30	30
Group Discussion/Chart presentation (Coll age Making)	5	5	5	5
CIA(Test,Quize)	5	5	5	5
Seminar	5	5	5	5
Total hours/semester	45	45	45	45

Examination Pattern:

Major Core: Internal 30, External 70

Major Practical: Internal 60, External 40

Block Placement: Internal 60, External 40

Research Project: Internal 60, External 40

Major Elective : Internal 30, External 70

Ratio of Internal & External-30:70

Internal Components

Test: 20

Seminar: 5

Assignment: 2.5

Quiz: 2.5

Internal Total-30

Internal	Marks	External	Marks
Part A 6x1(No Choice)	6	Part A 10x1(No Choice)	10
Part B 2x4 (Internal Choice)	8	Part B 5x4 (Internal Choice)	20
Part C 2x8 (Internal Choice)	16	Part C 5x8 (Internal Choice)	40
Total	30	Total	70

Practical Scheme

External Marks : 40

Internal Marks for Concurrent Field Work : 60 Marks

Regularity for IC : 5 Marks

Reporting : 10 Marks

Mobilizing resources : 5 Marks

Community Participation: 5 Marks

Propaganda : 5 Marks

Documentation : 5 Marks

Marks from the agency: 25 Marks

Total Marks : 60 Marks

Internal Marks for Block Placement : 60 Marks

Regularity : 10 Marks

Daily Report : 10 Marks

Documentation : 15 Marks

Marks from the agency: 25 Marks

Total Marks : 60 Marks

Project Scheme

External Marks : 40

Internal Marks : 60

Regularity for IC : 10 Marks

Introduction : 5 Marks

Review of Literature : 5 Marks

Methodology : 10 Marks

Analysis and Interpretation: 10 Marks

Findings and suggestion:	5Marks
Bibliography	: 5Marks
Format	: 10Marks
Total Marks	: 60 Mark

Field Work Guidelines

I SEMESTER

During the I Semester all the students have to go for observation visit with staff to various institutions related to Social Work Discipline. During the end of the semester students has to organize one-week rural camp in a village.

II SEMESTER

Field work is a part of social work curriculum. The students of Social Work supposed to have equal knowledge of theory and practical. With this conjunction the social work profession sends the student trainee for field practice and also Block Placement.

I. General Instruction for students

- The trainee should be followed the agency *timing* and should be *punctual*
- From the agency the trainee should receive the *acceptance letter* with the name of the agency supervisor and contact number
- *Action plan* should be framed by the trainee with the help of the supervisor within a week duration
- The trainee should get the signature from the agency supervisor in the time sheet every day
- The trainee should be participated in all the activities carried out by the agency
- *Daily report* should be submitted by the trainee to the agency supervisor and to the faculty in-charge
- The *assessment form* should be collected by the trainee from the agency at the end of the field work
- The trainee should submit the copy of the *final report* to the agency and to the department at the last date of field work
- The trainee should get the field work *certificate* from the agency after the completion of the field work.

II. Specific Instructions for students

Agency

First of all study and understand the functioning of the agency. Field work days are every Tuesdays, Thursdays and Saturdays. These timings can be changed according to the agency without affecting her class hours. Get the signature sheets and every week they should be shown to the faculty guide.

Leave

Always prepare a three copy leave letters, one to be given to the agency supervisor, and the other to the faculty supervisor. The third copy should be filed in the field work report. For any kind of leave permission should be avoided. No trainee is allowed to oppose the agency rules and procedures. The agency supervisor has got the authority during the field work time to take any kind of action.

Code of conduct

The trainees are expected to observe punctuality, obedience, dedication and sincerity during the field work. The reports should be submitted before 9 am on every next-day of the field work day to the staff in-charge. The delayed reports will carry lesser marks during evaluation.

Reports

Regarding writing reports, only the specific field work record sheets should be used. In the reports, to begin with the worker should provide particulars regarding:

1. Name of the worker
2. Name of the agency
3. Date / Day
4. Time and Duration
5. Staff in-charge

In the reports, the worker must be referred as third person and all the programmes explained in the past tense. But opinions and reflections can be in present tense. The worker should write in different paragraphs with relevant headings. Each report should contain (1) a general introduction (2) objectives of the day's work (3) planning (4) actual programme implementation (5) the days evaluation & reflection (6) Future plan for the next field work day. The trainee could consult in time the Faculty whenever they confront with any problems and doubts. Serious problems (if any) could be communicated to the Field work Co-Ordinator.

III. Duties and responsibilities of the Trainee

Acquiring information about the placement agency

Policies, Procedures, Services offered, Facilities available, programmes, departments, administrative structure, roles and responsibilities of various professionals, functioning of multi-disciplinary team.

Activities of the trainee Social Worker

*Participation in other routine activities of the agency such as organizing functions, attending case conference, conducting surveys, diagnostic camps, maintenance of record, follow-up activities concerning discharged patients etc.

*Participation in out-reach activities / extension programmes of the placement agency

Practice of Social Case Work

With atleast 5 individual clients having psycho-social problems. The trainee is required to collect detailed case – histories, formulate a comprehensive psycho-social diagnosis, formulate goals of intervention and attempt to alleviate psycho social problems of their clients using intervention technique such as counseling, environmental modification, facilitating catharsis, ego assessment and ego strengthening, behavior modification etc. Intervention with the family and peer group using appropriate techniques wherever necessary.

Trainee may carryout discharge planning of patients, conduct home visits and other follow-up activities for their clients plan and implement measures for rehabilitation wherever necessary.

Note

All help provided to an individual to solve his problem – Narrative reports are needed i.e. all the details of each interview – At the end summary report with Face sheet is required. Use of case-work principles while solving problems (Problems can be economic, health, academic, social or psychological etc.) Home visits can be made and reports can be presented – In inter views observation of Non – verbal communications are noted – crisis intervention (a detailed records of planning & restoration from crisis is needed)- counseling can be practiced – Rereral cases are taken up – correctional case work can be carried out with narrative records.

Practice of Social Group Work

With a group of patients or their significant others, to deal with similar problems experienced by the group members. Group formed may be educative, therapeutic, recreational or self-help groups depending on the needs of members and the scope offered by the agency. The trainee is required to identify members, formulate a group, facilitate group interaction, promote positive group dynamics, enable goal formulation, discuss and help group members plan measures for goal attainment, implement these plans and to wind up group work after evaluating the extent of goal attainment by individuals of the group and the group as a whole.

Note:

A group can have 8-20 members – Use some criteria for selecting members – collect Bio-data of all the group members – introduce various programmes – Each programme must have (1) Planning (2) Implementation (3) Evaluation – Example; Picnic, Drawing Competition – Story telling – Common games – Choosing a leader – finding the group star – finding the isolated persons – Photo language – Skits – Programmes to remove stage fear – singing competition – Therapeutic group work program – Observation of leadership pattern – Democratic way of implementing programmes – asking them to collect pictures, plants, butterthes – Science – Nature and environmental education.

Community Organisation

Programmes which include the contact institutions of the agency – PTA in schools Parents of the beneficiaries – Donors – sponsoring institutions – making an attempt to organize a ‘community’ according to the nature of the agency and placement.

Semester I
INTRODUCTION TO PROFESSIONAL SOCIAL WORK AND SOCIAL PROBLEMS
Sub.code: PW1711

Number of Hours per week	Number of Credit	Total Number of Hours	Marks
4	4	45	100

Objectives:

- To impart knowledge on the values and ethics of social work.
- To sensitize the students on social issues.

Unit – I:

Social Work: Meaning, Definition, Concept, Historical Development in U.K, USA and India.

Concepts in Social work practice: Social Service, social welfare, social security, Social defense, social development, Social exclusion and Social Reform.

Unit- II

Professional Social Work: Nature, scope, objectives, Philosophy, Principles and their applications, Functions, Approaches and models , Methods, Values, Ethics, code of conduct, Social work as a Profession, Prospects and limitation of practices of professional social work in India.

Unit – III

Methods of Social work: Primary methods- Case work (Micro Social Work), Group work (Meso Social Work), Community Organization (Macro Social Work). Secondary methods - Social Welfare Administration, Social Work Research and Social Action. Social Work Professional Organizations- status and problems of National and International organizations.

Unit – IV

Major Social Problems: Children problems-Child Labour, Child Abuse. Adolescent's problems- Alcohol and substance abuse, corruption, crime and delinquency, Cybercrimes. Women Problems –Divorce, Prostitution, and Problems of Destitutes. Problems of physically and mentally challenged – Role of social worker in identifying social problems and development of appropriate strategies.

Unit – V

Fields of Social Work: Meaning, Scope and Role of professional social work in different fields- Community setting, Family setting, Hospital setting, Correctional setting, Educational Setting, Industrial setting, Disaster Management, Human Right, Co Social Work and Gerent logical Social Work.

Reference Book:

1. Batra, Nitin, (2004) Dynamics of Social Work in India, 1st Edition, Jaipur: Raj Publishing House.
2. Bradford .W. Shea for, Charles, R. Horejsi, Gloria A.1997 Techniques and Guidelines for Social Work, 4th Edition ,London : Allyn and Bacon, A Viacom Company(1997)
3. Dubois, Brenda, Krogsrud, Karla, Mickey, (1999)-An Empowering Profession,3rdEdition,London:Allynand Bacon.
4. Fink, Arthur.E, Wilson, Everett.E, (1959) The field of social work 3rd Edition, New York: Henry Holt and company.
5. O' Neil, Maria Mac Mohan (1996), General Methods of Social Work Practice, 3rdEdition,London : Allyn and Bacon.

Semester I
INDIVIDUAL AND SOCIETY
Sub Code: PW1712

Number of Hours per week	Number of Credit	Total Number of Hours	Marks
5	5	45	100

Objective

- To give knowledge about who is an individual and what is society
- To Acquire more knowledge about the sociological norms and values

Unit-I

The concepts and meaning of individual and society- Individual as a social being, interdependence of individual and society- Characteristics of Society- groups- nature and classification of groups, community-rural ,urban ,tribal and maritime, Association- institution- meaning types and functions.

Unit-II

Social processes- competition, conflict, co-operation, accommodation and assimilation. Culture- concept of culture, functions of culture; material and non-material aspects of culture, cultural lag. Socialization- concept and significance, process of socialization.

Unit- III

Sociological theories- August Comte, Durkheim, Karl Marx. Indian Social thinkers- Gandhi, Vivekananda, Ambedhker, Periyar, Sri Narayana Guru.

Unit IV

Social stratification- meaning and functions, basis of stratification in India- class and caste, Social mobility, social inequality and social tension.

Unit V

Social change- meaning, process in social change- theories of social change .Sanskritization, westernization, modernization, globalization process- liberalization and privatization.

Reference Book :

1. Bhatnagar, Ved,(1998),Challenges to India's Integrity: Terrorism, Casteism, Communalism,3rd Edition, New Delhi : Rawat Publication(1998).
2. Desai, A. R. (1978) Rural Sociology in India, 2011 Revised Edition Bombay: Popular Prakashan.
3. Flippo, Osella and Katy, Gardner(2003)Contrivations to Indian Sociology , Migration Modernity and Social Transformation in South Asia,2004 Revised Edition, New Delhi : Sage Publication .
4. Wallance Ruth and Alison Wolf, (1986) Contemporary Sociological theory: Continuing the Classical Traditions, 2nd Edition, Pretice Hall Englewood, New Jersey.
5. Rizer George (2000) Sociological theory, 1st Edition New York: Mcgraw Hill

Semester I
SOCIAL CASE WORK AND SOCIAL GROUP WORK
Sub Code: PW1713

Number of Hours per Week	Number of Credit	Total Number of Hours	Marks
3	3	45	100

Objective:

- To understand Social Case Work as a primary method and to learn its applicability in different settings.
- To help the students to develop various skills and knowledge in dealing with the individuals.
- To make the students to understand various psycho-social problems of an individual and how to tackle the situation
- To develop the ability to prepare and present adequate and detailed reports on Social Case Work.
- To enrich the students with the knowledge of Social Group Work.
- To help the students to be aware about the various problems of different groups in the community and to face such situations

Unit I

Social Case Work: Nature, Concept, Definition, Objectives, Case work skills, Case work Recording, Goals, Values and Principles of Case Work Practices. Brief History of Social Case Work.

Unit II

Social Case Work Process: Intake, Case Study-Tools for case study, Diagnosis -types of diagnosis, factors involved in diagnosis, Treatment –Techniques and Methods, Process, Establishing Treatment Goals, Treatment Plan, Application of Treatment Methods, Termination-Methods and techniques.

Unit III

Social Group Work: Definition, Functions, Importance, Principles, Concept, Objectives of group work, Skills, Philosophy, Scope of Social Group Work. Evolution of Social Group Work Method. Problems and Limitation of Social Group Work Practice in India. Models of Group Work.

Unit IV

Dynamic of Group Process: Group Formation and its stages, Group development, Group Climate, Group Dynamism. Sociometric Pattern and its Use.

Unit V

Group work Process: Intake, Study, Diagnosis, Goal Setting, Treatment and Evaluation. Programme Planning, Implementation and Evaluation. Values and Techniques (Games, Singing, Dancing, Street play, IEC, Excursion, Psychodrama, Sociodrama, Role Play, etc). Group Recording and Types.

Reference Book:

1. Biestek, Felix (1968), The Casework Relationship, 12th Edition London :Unwin University Book.
2. Hamilton, Gordon (1970),The New York School of Social Work : Theory and Practice of Social Case Work, 2nd Edition New York and London : Columbia University Press
3. Mathew Grace (1992) An Introduction to Social Case Work, 1stEdition ,Bombay : Tata Institute of Social Sciences.
4. Richmond, Mary (1970) Social Diagnosis,1st Edition, New York : Free Press.
5. Trecker, Harleigh, B. (1967)Social Group Work: Principles and Practice, 2nd Edition, Association Press, New York.

SEMESTER I
COMMUNITY ORGANISATION AND SOCIAL ACTION

Sub code: PW1714

Hours Per Week	Number of Credit	Number of Hours	Marks
3	3	45	100

Objective:

- To help the students to get knowledge about the community.
- To capture the policy and participation of the community development.

Unit I

Community organization: Concept, meaning, Objectives, characteristic, principles, scope, history, values. Community organization as a method of social work. Roles and skills of community organizer.

Unity II

Community Dynamics: Integrative and disintegrative process in the community. Community welfare councils and community chests. Community Organization and Community development –similarities and differences.

Unit III

Methods of community organization: Fact -finding, planning, group decision making, conference and committee practice, co-operative action, negotiation, consultation, conflict resolution, Resource mobilization, Administration, Recording, Evaluation.

Unit IV

Social Work Intervention in Emergencies: Fire, Flood, Drought, Earthquake, Tsunami, War Famine, and other Community issues. Modern techniques needed for Social Workers: SWOT analysis, PRA tools, Time management.

Unit V

Social Action : Concept, definition, objectives, history, elements and strategies– social action as a social work method – social worker as a social activist, roles and personality requirements. Project Management-Project writing, Monitoring, Evaluation.

Reference Book:

1. Cox Fred,(1987)Community organization, 4th Edition, Michigan: F.E. Peakcock Publishers.
2. Friedlander, W.A.(1978) Concepts and Methods in Social Work, Eaglewood Cliffs, 2nd Edition, New Delhi: Prentice Hall International Inc.
3. Gangrade,K.D.(1971)Community Organization in India, 4th Edition ,Mumbai : popular Prakashan.
4. Murray,G. Ross, (1967)Community organization theory and practice2ndNew York, Harper & Row.
5. Sanjay Bhattacharya, (2012) Social Work an Integrated Approach, 5th Edition, Deep and Deep Publications private Ltd, Delhi.

SEMESTER II

SOCIAL WELFARE ADMINISTRATION AND WOMEN WELFARE

Sub Code: PW1722

Number of Hours per week	Number of Credit	Total Number of Hours	Marks
4	4	45	100

Objective

- To get more knowledge about women development, problems faced and rights of women
- To understand the method of social welfare administration

Unit-I

Social Welfare Administration- concept, scope, principles, nature and task. Social Welfare boards and its functions. Social welfare organization- national and international levels.

Unit-II

Methods and techniques of Social Welfare Administration. POSDCORB: planning – organizing staffing, directing, coordinating, reporting and budgeting. Office administration- finance, fund raising, accounting, auditing, purchases and stock keeping, record maintenance, public relation, monitoring and evaluation, research and annual report.

Unit- III

Registration- Societies Registration Act 1860, procedure under Tamil Nadu Societies registration Act 1975- Foreign contribution (Regulation) Amendment Act 1985, Indian Trust 1882, Companies Act 1956- The duties and responsibilities of office bearers and executives, the role of general body and governing body.

Unit IV

Women welfare: status of women in Indian family- Social structures and beliefs influencing the status of women- problem of women: health, education, gender bias, dowry system female infanticide and feticide, widowhood. Legislative Provision for women welfare.

Unit V

Right to information Act 2005, Domestic Violence Act 2005, Right to Education ACT 2009, J.J Act 2016 January, Protection of children from Sexual offense 2012.

Reference Book:

1. Bose, A.B 1970, social welfare planning in India, 4th Edition, Bangkok:
United Nations Economic Commission for Asia and the Far East.
2. Bhattacharya Sanjay,(2012)Social Work – An Integrated Approach, 5th Edition,
Deep and Deep Publications Private Ltd. Delhi.
3. Choudry, Paul, (1979), Hand book on social welfare in India, 3rdEdition, Sterling pub,
New Delhi.
4. Choudry, Paul(1979), Social Welfare Administration, 2nd Edition, Atma Ram & Sons,
Delhi.
5. Dinitto .M. Diana, (2000), Social Welfare: Politics and Public
Policy,5thEdition,Allynand Bacon :The University of Michigan.

SEMESTER II
SOCIAL WORK RESEARCH AND STATISTICS

Sub code: PW1723

Hours Per week	Number of Credit	Number of hours	Marks
5	5	45	100

Objective

To help the students to identify the various social problems through social work research.

To make the students to understand the methodology of Social Work Research.

To enhance the students for developing appropriate skills in effective implementation of research methods and techniques in the field.

Unit - I

Social work research – definition, goals, objective, scope and types - Scientific method - Limitations of social work research in India.

Unit - II

Steps in research process – definition, concepts- variables, Hypothesis, Research Design – Exploratory, Descriptive, Diagnostic, Experimental, Case study, Social Survey.

Unit – III

Sources and types of data- Methods and Tools of collecting data - Sample :Size ,Types and Methods of Sampling – Sample studies versus census studies.

Processing and presentation of data – Classification, coding, Tabulation, Interpretation and diagrammatic presentation- Levels of measurement – Scaling techniques.

Unit – IV

Social Statistics - meaning, aims, purpose, scope and functions. Measurement of Central tendency – Mean, median, Mode. Correlation – Karl Pearson’s Co - efficient of correlation, Spearman’s Rank correlation. Testing of hypothesis – “t” test, ANOVA, Chi-square.

Unit – V

Research reporting - definition, types of reports – contents and format of research project. Reference, Glossary, footnote, abbreviation. Computer applications in social science – SPSS- Planning a research project- Project proposal writing

Reference Book:

1. Kothari F.N.(2012), Research Methodology, 2nd Revised Edition, New Age International Publishers.
2. Young P.V. (1956), scientific social surveys and Research, 3rd Edition, Prentice Hall.
3. W. Lawrence Neuman, (2007)Social Research Methods: Qualitative and Quantitative approaches, 7th Edition, Dorling Kindersley (India) Pvt. Ltd.
4. Babbie, Earl.r. (2010), the Practice of Social Research, 12th Edition, Belmont CA: Wadsworth Cengage.
5. Muijs, Danid.(2010),Doing Quantitative Research in Education with SPSS,2nd Edition,London SAGE Publication.

Semester II
DYNAMICS OF HUMAN BEHAVIOUR
Sub Code: PW1724

Hours Per Week	Number of Credit	Number of Hours	Marks
3	3	45	100

Objective

- ❖ To impart knowledge on the stages of development.
- ❖ To develop an understanding of the various factors which influence personality development and behavior
- ❖ To apply the information on growth, development and health in social work practice in general and individuals, groups and communities in particular.

Unit - I

Psychology: Definition, Nature, branches and scope. Schools of Psychology. Current Perspective in Psychology.

Unit - II

Human Growth & development - Pre-natal development and Socio cultural factors influencing development and hazards during infancy, toddler hood, pre – school, Childhood, puberty, adolescence, adulthood, middle age and old age.

Unit – III

Personality: Definition and Structure – Theories of personality: Trait and Type theories- Important concepts of the contributions of Freud, Jung, Adler, Maslow and Erickson. Factors influencing personality Development- Heredity & Environment.

Unit – IV

Cognitive aspects of Psychology: Sensation, Perception, Motivation, and learning Memory and attitude. Factors influencing behaviour: Psychological, Social, Economic, Political factors. Intelligence and creativity, measurement of intelligence (IQ and Intelligence test.)

Unit – V

Individual adjustment and Maladjustment; Concept, cause and effects. Frustration and conflict; Types of conflicts, Defense mechanisms.

Reference Book:

1. Clifford, Morgen and King, Richard(1975) Introduction to Psychology,7th Edition, New York : McGraw Hill Inc.
2. Colman, James C. &Broen William E.(1972), Abnormal Psychology and Modern life, 4thEdition,Scott,Foresman and Company.
3. Gardner, Murphy (1964) An Introduction to Psychology,1st Edition, Calcutta : Oxford andIBH Publishing Co.
4. Hurlock,(1980)Elizabeth Personality Development,5th Edition, New Delhi: Tata McGrawHill Publishing Co. Ltd.
5. Mangal, S. K.(2007)General Psychology,2nd Edition, New Delhi: Sterling Publisher Pvt.Ltd.

Semester III
Public Health Management
Subject code: PW1731

Number of Hours Per week	Number of Credit	Total Number of hours	Marks
5	4	60	100

Unit: I - Concept of Health

Dimensions of health: physical, mental, social, emotional and spiritual ,Indicators of health: mortality, morbidity, disability, nutritional status, environmental status, socio economic status and health care delivery, Public Health: Definition, meaning, functions and importance of Public Health.(Concept of Preventive, Social and community medicine)

Unit: II - Diseases

Concept, definition, causative factors and its types. Symptoms, mode of transmission treatment and prevention of major communicable diseases: Air borne, water borne, Vector Borne - TB, STD, hepatitis, poliomyelitis, diphtheria, diarrhea, malaria, cholera, typhoid, leprosy and AIDS- Psycho social intervention in communicable diseases.

Unit: III - non-communicable diseases

Causes, symptoms, treatment and prevention of major non - communicable diseases; cancer, diabetes, asthma, hypertension and cardiac disorders- Psychosocial intervention in non-communicable diseases - Role of medical social worker.

Unit: IV - Family Planning and Health Education

Definition, Scope- Birth control Methods- Population Policy-Social Work intervention in promotion of Family Planning, Health education: definition, objectives, approaches, principles. Communication media in health education.

Unit: V-Health Care Planning and Management

Meaning, Definition, Objectives, goals, national health policies, Achievements and Short comings. Health Care System in India: PHC, CHC, Taluk hospital, District hospital, Medical College, specialized hospital.(Public, Private, Indigenous and Voluntary,)National health Programmes and schemes-NHM

Semester III
SPECIALIZATION PAPERS- COMMUNITY DEVELOPMENT
RURAL COMMUNITY DEVELOPMENT

Sub Code: PW1432

Number of Hours per Week	Number of Credit	Total Number of Hours	Marks
6	5	90	100

Unit :I - Rural Community Development

History of rural community development in India, Community Development- definition, concepts, objectives, scope. Approaches: Sectoral, Integrated and Participatory approaches. Community Development administration- Block and panchayat levels- Panchayat raj and Tamilnadu panchayath ACT.

Unit :II – Agencies

DRDA, TNWDC, CAPART, NABARD, NGOS and Rural Development Bank. People participation in sustainable development, PRA and RRA

Unit :III - Community development Program

Area development: Agriculture, Hill, drought prone development and Tribal area programme- Employment development programme- Social welfare programme: Women, children, Old age, physically and mentally challenged.

Unit:IV - Problem of Agrarian community

Unemployment, Indebtedness, Migration and Farmers Suicide- **Impact of Globalization: Mechanization, loss of livelihood, Feminization of labor and shift in crop cultivation** - Remedial Measures of problems of agrarian community.

Unit:V - Intervention in rural community Development

Need Assessment, Resource mapping, Resource mobilization, Rural Leadership, Social harmony, Monitoring and Evaluation-Collaboration and Networking- Skills and Challenges faced by the Social worker.

Semester III
Mental health and Psychiatric Disorder
Subject Code: PW1732

Number of Hours per Week	Number of Credit	Total Number of Hours	Marks
5	4	60	100

Unit: I - Mental Health

Definition and meaning of Mental Health, Mental Disorder- Psychiatry: Concepts, Criteria and characteristics of Mental Health and Neuro transmitters of mental functioning- History of Psychiatry in India. International Classification of Mental Disorder.

Unit: II - General Classification of mental disorder

Psychosis (Organic and Functional), Neurosis, Psycho-somatic Disorders, disorders of metabolic disturbance- Psycho-social aspects of Psychosis and Neurosis- Treatment Approaches: Psycho Pharmacology and its effects.

Unit: III - Types of Disorders and its Intervention

Personality Disorders, Sexual Disorders and Deviations, Epilepsy, Alcoholism, Drug Dependence and Suicide. Psycho social intervention in disorders

Unit: IV - Psychiatric Disorders among Children and women

Assessing psychiatric disorders of children, adolescence and women Behaviour Disorders - Nail Biting, Tics, Nocturnal Enuresis, Speech Disorders, Learning Disabilities, Emotional Disorders, Habit and Eating Disorders, Developmental Disorders and Gender Identity Disorders. Psychiatric disorders among women and its types.

Unit: V –Psychiatric interviewing and National mental health programme

(Toxic Deliria and Psychosis of the Aged)-Case History Taking and Mental Status Examination. Use of Mental health scales in assessment and intervention. Mental health act, District mental health programme.

Semester III
Medical Social Work
Subject Code: PW1733

Hours Per week	Number of Credit	Number of hours	Marks
5	4	60	100

Unit: I - Medical social work

Definition, History in India, scope, skills and social work intervention of practicing medical social work. Limitation of practicing medical social work.

Meaning and importance of preventive medicine- Concept and types of prevention. Socialwork intervention in the prevention of diseases and promotion of health.

Unit: II - Patients, Health illness and Health care

The concept of patient as a person- Problems of hospitalization of the patient: familial, economic, emotional and social-The role of Medical social work in comprehensive healthcare. Methods of fund raising and resource mobilization for supporting poor patients.

Unit: III - Models and Approaches

Integrative Model, Developmental Model, Holistic Model of Health- Multidisciplinary approach and team work in treatment. Role and functions of the medical social worker as a member of the treatment team, and general hospital and its departments - Eye Bank, Blood Bank, Specialized Clinic(Neurology, Sexual Medicine, Cardio vascular Problem, Cancer, Diabetes, occupational health problems), Community Health Centre, Organ and tissues donation.

Unit: IV – Disabilities

Meaning, definition, types, causes, symptoms, treatment and prevention of (Speech, hearing, Visual, Physical & mentally challenged)–Intervention among psycho social problems of differently able.

Unit: V - Social Legislation related to Public Health

(Mental Health Act) The Personal Disability Act, MTP Act, & its impact, Food Adulteration Act 1954- the Drugs and Cosmetics Act1940-.The birth deaths and Marriages Registration Act-The epidemic Diseases Act 1897-The prohibition of smoking in public places rules 2008.

**SEMESTER III
FIELD WORK**

Course Code	L	T	P	S	Credits	Inst.Hours	Total Hours	Marks		
								CIA	External	Total
PW20P4	4	2	-	-	3	6	90	50	50	100

Prerequisites: Basic Understanding of Non-Governmental Organizations

Learning Objectives

1. To Understand different fields/settings of Social Work practice
2. To Understand basic skills required to practice Social Work
3. To demonstrate Competencies to face challenging tasks in the field from a social work perspective
4. To identify the challenges of Individuals, groups and communities from a Macro and Meso perspective

Course Outcomes

On the successful completion of the course, student will be able:	
CO1: To integrate the classroom learning with field practice - the knowledge related to different field settings- establishment of NGO'S and its work with the beneficiaries	K1
CO2 : To understand the application of different skills related to case work, Group work and other methods of Social Work	K1
CO3: To realize one's development of self and conduct oneself professionally in the field	K2
CO4: To apply and practice skills acquired in the process of learning in handling various types of clientele	K3
CO5: To assess the concept of field learning and learn about working in different settings	K5
CO6: To apply social work competencies to resolve social problems	K3

Units	Contents	No. of. Hours
I	Organizational Profile: History of the Agency, Vision, mission, Organization Chart, funding resources, different types of beneficiaries, its work in the field, networking agencies	21
II	Various Methods of Social Work – Skills required in the practice of Case work, Group Work, community organization and Social Research, Assessment of the community profile	21
III	Specific Areas of work of the Agency – Its expertise in the area of work, staff resources, and locations of work networking and challenges faced	21
IV	Services provided by the agency to the beneficiaries- Follow up and termination of services, adherence to professional ethics, Documentation and Report presentation	21
V	Social Legislation: Legislations applicable to the Organization, Legislations for women and children	21

Self Study	Unit-V Legislations applicable to the Organization
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Semester IV
Counselling Theory and Practice
Subject Code: PW1741

Number of Hours per Week	Number of Credit	Total Number of Hours	Marks
5	4	60	100

Unit: I – Counselling

Definition, Concepts, Objectives, Needs, Principles, Process, Skills, Methods and Techniques. Problems and Limitations.

Unit : II – Theories and Therapies

Psychoanalytic Theory, Adlerian Theory, Client Centered Theory, Behaviour Modification Theory, Rational Emotive therapy, Gestalt Theory, Reality Therapy and Transactional Analysis.

Unit: III - Counselling in Various Settings

Counselling center–Family court, VCTC, ICTC, Family center, De-addiction center, Corectional center, Palative care center, Educational center, Industrial center. Vocational Guidance- Counseling with special Groups: Children, Youth, Aged and differently able. Social workers ethical responsibilities in practice settings.

Unit: IV – Psycho social support in disaster management

Reactions subsequent to Disaster (Mental Health Aspects, Emotional Reactions), Shock, Vigilance, Despair, Crying, Numbness, Guilt and Relieving. Basic Techniques of Counselling- Ventilation, Empathy, Active Listening, Social Support, Externalization of Interest, Valuation of Relaxation and Recreation and Spirituality. Post-Traumatic Stress Disorder (PTSD).

Unit: V – Career Guidance

Concepts, Objectives, Types, Principles and Ethics and Models of Guidance. Factors influence a person to choose a career, important factor for career planning. Vocational Guidance, Difference between Counselling and Guidance, Counselling and Psychosocial support.

Semester IV
Specialization paper- Community Development
NGO MANAGEMENT
Sub Code: PW1441

Number of Hours per Week	Number of Credit	Total Number of Hours	Marks
6	5	135	100

Unit : I - Introduction to NGOs in India

Concept and characteristics, types of NGO, Role of NGOs in National development, History of NGOs in India.

Unit: II - NGO formation and management

Legal requirements, registration procedure under Tamil Nadu Societies Registration Act 1975, Indian Trust 1882, companies Act 1956. Tax regulation concerning NGOs: Specific tax exemption (section 12A, section 35AC, section 80G and 80GG of Income Tax Act). Foreign contribution – legal regulations (Foreign Contribution Regulation Act)

Unit :III - Introduction to project management

Concept, objective, principles, scope, importance and methodology. Project Formulation: Various steps, project proposal.

Unit: IV - Planning management and implementation project

Activity planning, network analysis, monitoring of development project, Management Information System, Project Evaluation; Methods of project planning- Programme Evaluation Review Technique (PERT) and Critical Path Method (CPM) and Logical frame Analysis(LFA), Base line survey.

Unit :V - Resource Mobilization

Techniques of fund raising; Documentation, Record keeping, Self-assessment and accreditation methods.

Psychiatric Social Work
Subject Code: PW1843

Number of Hours per Week	Number of Credit	Total Number of Hours	Marks
5	4	60	100

Unit: I - Psychiatric Social Work

Definition, History, Scope. characteristic and relevance of psychiatric social work
Community Psychiatry: History, Principles and Intervention.

Unit: II - Psychiatry Social work in various settings

(Hospital as a Formal Organization) Psychiatric Social Work as a Primary Setting- Psychiatric social work intervention in Various Settings- De-addiction centers, mental health centers, educational centers, Medical centers, Geriatric care centers, Correctional centers, and Special school.

Unit: III - Psychiatric Treatment Therapies

Individual and Group Psycho Therapies, Conjoint Therapy, Organic Therapy-Medication and ECT, Milieu Therapy. Psychiatric hospital as a Therapeutic Community, Occupational Therapy and other Therapeutic Activities.

Unit: IV - Psychiatric Rehabilitation

Meaning, concept, definition, Principles of Rehabilitation, Intervention of psychiatric social worker in Rehabilitation- Assessment, Planning, Implementing and Evaluating Rehabilitation Services. Community intervention in Rehabilitation (Individual, family, groups, community). Types of Rehabilitation Centers.

Unit: V - Community Mental Health Programme for High-Risk Groups

Post Partum Mothers, Children, Adolescence, the Aged, and the mentally challenged, Alcoholic, Drug Dependence, Chronically Ill, Disaster and Suicide victims.

Hospital Administration
Subject Code: PW1742

Number of Hours per Week	Number of Credit	Total Number of Hours	Marks
5	4	60	100

Objectives:

1. To impart knowledge of hospital administration.
2. To train students to be an efficient hospital administrator.

Unit: I - Hospital

Meaning –evolution from charity to modern hospital-classification of hospital. Hospital administration-concept, definition, general principles, importance, functions, patterns and standards-Hospital Administrator-role, functions and duties.

Unit: II – Problems of Hospital Administration

Human resource planning: Methods and techniques-recruitment, selection, induction, placement, performance appraisal, career planning and counseling-Training and development of various categories-uses of computers in hospital.

Unit: III –Hospital organization

Analysis- The governing boards –The Administrator-Assistant to the administration-The Department organization-The Hospital auxiliary-Role of hospital in the health care delivery system

Unit: IV –Quality Assurance in Hospital services

General consideration-Setting the standard and associated problems-Improving the quality of hospital services.

Unit: V - Laws pertaining to hospital

The employees provident Fund Act 1952-The Employees' Pension Scheme 1995-Employees deposit linked insurance scheme-The Employees state insurance Act 1948-The Health insurance policy.

**SEMESTER IV
FIELD WORK**

Course Code	L	T	P	S	Credits	Inst.Hours	Total Hours	Marks		
								CIA	External	Total
PW20P6	4	2	-	-	4	6	90	50	50	100

Prerequisites: Basic Understanding of Non-Governmental Organizations

Learning Objectives:

1. To observe and understand the dynamics of setting up a social welfare Organization
2. To observe the nature of their functioning and funding resources
3. To learn about the staff functioning and of application of Social Work methods
4. To document and learn the process of recording
5. To Understand basic skills required to practice Social Work

Course Outcomes

On the successful completion of the course, student will be able:	
CO1:To integrate the classroom learning with field practice - the knowledge related to different field settings- establishment of NGO'S and its work with the beneficiaries	K1
CO2 : To understand the nature of the NGO'S functioning and funding resources	K2
CO3: To apply, evaluate and follow up appropriate methods of Social Work in the field	K3
CO4: To apply and practice skills acquired in the process of dealing with clients and establish rapport	K3
CO5: To assess the concept of field learning and learn about working in different settings	K5
CO6: To learn the process of documentation and recording	K6

Units	Contents	No. of Hours
I	Organizational Profile: History of the Agency, Vision, Mission, Organization Chart, funding resources, different types of beneficiaries, its work in the field, networking agencies	21
II	Various Methods of Social Work – Skills required in the practice of Case work, Group Work, community organization and Social Research. Evaluation of the effectiveness of methods and critical review.	21

Units	Contents	No. of. Hours
I	Organizational Profile: History of the Agency, Vision, Mission, Organization Chart, funding resources, different types of beneficiaries, its work in the field, networking agencies	21
II	Various Methods of Social Work – Skills required in the practice of Case work, Group Work, community organization and Social Research. Evaluation of the effectiveness of methods and critical review.	21
III	Expertise of the Agency – Agency’s success story, challenges faced, SWOT analysis, vision and mission	21
IV	Services provided by the agency to the beneficiaries- Follow up and termination of services, adherence to professional ethics.	21
V	Social Legislation: Legislations applicable to the Organization, functioning of free legal aid clinics, legal support services to clients	21

Self Study	Unit-v Legal support services to clients
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	Content addressed with Employability
	Content addressed with Entrepreneurship

**** All the courses focused on skill development**